



भारत सरकार  
Government of India  
पृथ्वी विज्ञान मंत्रालय  
Ministry of Earth Sciences



राष्ट्रीय तटीय अनुसंधान केन्द्र (एन सी सी आर)  
NATIONAL CENTRE FOR COASTAL RESEARCH (N C C R)

MoES/NCCR/CP&SM/Procurement/8/2019

27.11.2019

**NOTICE FOR INVITING OPEN E-TENDER**

1	The offers are invited for Procurement of " <b>Laboratory Hot Air Oven</b> " as per the description of technical specifications in <b>Annexure-I</b> and also terms and conditions mentioned below:	
2	Type of tender	OPEN E-TENDER
3	Quantity	1 No.
4	Tender document	Available at the <b>websites</b> : i) <a href="https://eprocure.gov.in/eprocure/app">https://eprocure.gov.in/eprocure/app</a> ii) <a href="http://www.nccr.gov.in">http://www.nccr.gov.in</a>
5	Mode of tender	Online Bidding System Pl. submit through the website <a href="https://eprocure.gov.in/eprocure/app">https://eprocure.gov.in/eprocure/app</a>
6	EMD	Nil
7	Tender	Nil
8	Due date & time of submission of required documents offline at NCCR, Chennai	Upto 5 pm IST of 27.12.2019
9	Due date & time of online bidding by bidders	Upto 5 pm IST of 27.12.2019
10	Due date & time of opening of Part-I offer on-line i.e., techno-commercial bid	At 10 am IST of 30.12.2019
11	Due date and time of opening of price bid	Intimated through online
12	Specification of the item	<b>Annexure-I</b>
13	Instructions to bidders	<b>Annexure-II</b>

Head of Office

रा.स.प्रौ.सं. परिसर, वेलच्चेरी तांबरम मेन रोड, पल्लिकरणै, चेन्नै-600 100.  
NIOT Campus ,Velachery-Tambaram Main Road, Pallikaranai, Chennai-600 100.  
दूरभाष/Tel : 91-44-66783599 Fax: 66783487

**Annexure-I****TECHNICAL SPECIFICATIONS**Item Name : **Laboratory Hot Air Oven** Qty. **1 No.**

<b>Sl. No.</b>	<b>Details</b>	<b>Specification</b>
1.	Chamber Capacity	Min. 300 litres
2.	No. of Trays	Min. 5 numbersSS 304 trays (Removable)
3.	Power Supply	Max. 220 Volts
4.	Temp. Range	Min.5-10°C above ambient to Max. 200-250°C with accuracy of $\pm 1-2^{\circ}\text{C}$ at 100°C
5.	Temp. Control Type	Digital PID with LED display
6.	Digital Timer	Minutes to hours
7.	Inner Chamber	Should be Stainless steel 304 grade
8.	Outer Chamber	MS powder coated / Stainless steel
9.	Insulation	Chamber with mineral wool and door with silicone gaskets
10.	Heating Element	Nichrome wire
11.	Air Ventilation	Adjustable dual vents
12.	Temperature controller	Microprocessor PID controller and Indicator Display
13.	Thermostat	Temperature accuracy $\pm 5^{\circ}\text{C}$
14.	Convenience / Optional	Castors for easy mobility during installation or relocation
15.	Safety	Over temperature protection and electric leakage breaker
16.	Air circulation	Motor driven blower
17.	Certification	CE Certified
18.	Calibration Certificate	Must be provided
19.	Warranty	2 years

## Instructions to Bidders

1	<p><b>BASIC REQUIREMENTS</b> for vendors to upload in e-procurement web site, Govt of India:</p> <ul style="list-style-type: none"> <li>i. PC with internet</li> <li>ii. Registration with e-procurement system of Govt. of India: <a href="https://eprocure.gov.in/eprocure/app">https:// eprocure.gov.in /eprocure/app</a></li> <li>iii. Digital signature certificate (Mandatory) for uploading the bids to e-procurement system</li> <li>iv. For any clarification, send e-mail to <a href="mailto:nccr@nccr.gov.in">nccr@nccr.gov.in</a></li> <li>v. For any clarification on tender process, use the 24/7 helpline contact numbers mentioned in CPP Website.</li> </ul>
2	The NCCR has the <b>RIGHT TO CANCEL</b> the enquiry or extend the due date of receipt of offer and/ or opening of tender without assigning any reason thereof.
3	NCCR, Chennai has the <b>RIGHT TO VARY</b> the quantity of the items under procurement.
4	<p><b>SINGLE BID SYSTEM :</b></p> <p><b>"Tender Ref No: MoES/NCCR/CP&amp;SM/Procurement/8/2019 BID for "Laboratory Hot Air Oven". The due date of the quotation is 27.12.2019.</b></p> <p><b>ONLINE SUBMISSION:</b> The bidders must submit their offer in <b>Single Bid (Both Technical and Price bid)</b> through e-procurement system upto the scheduled time and date.</p> <p>Complete tender documents along with supporting documents as per the tender conditions below, should be duly filled in and signed in and scanned copy of the same should be uploaded in the e-procurement system.</p> <ul style="list-style-type: none"> <li>i. All the documents, as per Eligibility criteria/ technical specifications</li> <li>ii. List of the documents submitted by the bidder must be enclosed on the letter head of the bidder, giving the reference of the tender no. &amp; date and due date of opening.</li> <li>iii. A list of reputed clients to whom the firm has supplied similar items to be furnished along with the quotation.</li> <li>iv. Overwriting and corrections should be attested properly,. The quotation should be complete in all aspects and should be duly signed. Incomplete and unsigned quotation will not be considered at all.</li> <li>v. Scanned copy of Tender Acceptance Letter as per <b>ANNEXURE-III</b></li> <li>vi. Scanned copy of Technical Compliance Sheet as per <b>ANNEXURE-IV</b></li> <li>vii. Scanned copy of details of Components and Products of the required item as per <b>ANNEXURE - V</b></li> <li>viii. Check list as per <b>ANNEXURE - VI - "Check List"</b></li> <li>ix. In case tenderer divert the tender and opts to submit its offer through their authorized entity, then authorization letter in original duly signed for specific tender should be submitted along their by the firm quoting on their behalf.</li> <li>x. The bidders / tenders will not be allowed to make any variations in the price bid or any amendments to commercial offers already uploaded online and after the date of opening of the tender.</li> <li>xi. Tenderer shall confirm that "the rates quoted by are reasonable and lowest charged to</li> </ul>

	any of your customer". Please enclose documentary proof such as latest purchase order copies etc., to substantiate the reasonability of price. xii. Safe arrival of material upto destination shall be the responsibility of the supplier
5	<b>VALIDITY OF QUOTATION:</b> The offers must remain open for acceptance for 180 days from the date of opening of tender.
6	<b>EVALUATION OF BIDS:</b> After opening of bids, ranking statement will be prepared and the finalization of successful bidder will be done on L-1 (the lowest price) basis.
7	Director, NCCR reserves the <b>RIGHT TO REJECT</b> any quotation received without assigning any reasons.
8	<b>DELIVERY PERIOD:</b> The bidders are required to quote delivery period at the earliest indicating commencement and completion of supply on FOR destination basis. However in case extension of delivery period becomes essential, the supplier will send their request for extension of delivery period to the purchaser before expiry of delivery period.
9	<b>LIQUIDATED DAMAGES:</b> If the supplier fails to deliver the goods within the time to be agreed upon, for delayed deliveries and for delays in installation (whatever applicable) NCCR reserves the right to levy liquidated damages at the rate of 0.5%per week or par their upto maximum of 5%.
10	<b>NO ADVANCE PAYMENT:</b> Since NCCR being Government organization, no advance payment will be made. Every attempt will be made to make payment within 30 days from the date of receipt of bill/acceptance of goods, whichever is later.

**Tender Acceptance (Offer) Letter**

(To be submitted online duly signed format (scanned copy) by the authorized signatory on bidder's company letter head.

Date.....

**To**

**The Director,  
National Centre for Coastal Research  
2<sup>nd</sup> Floor, NIOT Campus  
Pallikaranai, Chennai – 600100**

**Subject:** Acceptance in respect of terms and conditions of tender document for supply of \_\_\_\_\_ (specify item name) at NCCR, Chennai.

Ref: E Proc Tender Ref No..... dated.....

Sir,

1. I / We have downloaded / obtained the tender document(s) for the above mentioned tender from the web site <https://eprocure.gov.in/eprocure/app>.
2. I / We hereby certify that I / We have read all the terms and conditions of tender document from page No. \_\_\_\_\_ to \_\_\_\_\_ (including all annexure / Forms / appendixes, paras, etc.,) which shall part of the contract agreement and I / we shall abide herby by all the terms and conditions contained therein.
3. The corrigendum(s) issued from time to time by your organization has also been taken into consideration, while submitting this acceptance letter.
4. I / We hereby unconditionally accept all the terms and conditions of above mentioned tender document and corrigendum(s) as applicable.
5. In case any provisions of this letter are found violated, then your department / organization shall without prejudice to any other right or remedy be at liberty to reject my bid.
6. I / We confirm that our bid shall be valid up to 120 days from the date of opening of Bid.
7. I / We hereby certify that all the statements made and information supplied in the enclosed appendix, annexure / Forms / paras etc., furnished herewith are true and correct.
- 8/ I / We have furnished all information and details necessary for demonstrating our qualification and have no further prominent information to supply.
9. I / We understand that you are not bound to accept the lowest or any bid you may receive.
10. I / We certify / confirm that we comply with the eligibility requirements as per bid documents.
11. In case any provisions of this tender are found violated, NCCR shall be at liberty to reject this tender and we shall not have any claim against NCCR in satisfaction of this condition.

Yours faithfully,

**Signature of the Bidder  
Name & Designation  
Rubber-stamp of the firm**

**Technical Compliance Sheet**

(Bidders are requested to give Compliance of each Specification whether equipment being offered by them is complying with Specification or otherwise)

**ITEM: Laboratory Hot Air Oven**

<b>Sl. No.</b>	<b>Details</b>	<b>Specification</b>	<b>Compliance Yes / No</b>
1.	Chamber Capacity	Min. 300 litres	
2.	No. of Trays	Min. 5 numbersSS 304 trays (Removable)	
3.	Power Supply	Max. 220 Volts	
4.	Temp. Range	Min.5-10°C above ambient to Max. 200-250°C with accuracy of $\pm 1-2^{\circ}\text{C}$ at 100°C	
5.	Temp. Control Type	Digital PID with LED display	
6.	Digital Timer	Minutes to hours	
7.	Inner Chamber	Should be Stainless steel 304 grade	
8.	Outer Chamber	MS powder coated / Stainless steel	
9.	Insulation	Chamber with mineral wool and door with silicone gaskets	
10.	Heating Element	Nichrome wire	
11.	Air Ventilation	Adjustable dual vents	
12.	Temperature controller	Microprocessor PID controller and Indicator Display	
13.	Thermostat	Temperature accuracy $\pm 5^{\circ}\text{C}$	
14.	Convenience / Optional	Casters for easy mobility during installation or relocation	
15.	Safety	Over temperature protection and electric leakage breaker	
16.	Air circulation	Motor driven blower	
17.	Certification	CE Certified	
18.	Calibration Certificate	Must be provided	
19.	Warranty	2 years	

**Note: All instrument and Accessories including field operating software should be of Same OEM (original Equipment Manufacturer) Make.**

Signature of the Bidder  
Name:  
Designation:  
Rubber-stamp of the firm

**Annexure - V**

**Components and Products**

(In response to technical requirement kindly fill up the details of component & products pertaining to the item requirement, in the following format).

Sl.No	Brand Name and Name of the OEM	Product name of Proposed Model	Quantity	Remarks

Signature of the Bidder  
Name & Designation:  
Rubber-stamp of the firm

**Annexure-VI****Check List**

(Following documents are to be submitted online as a part of Technical bid. Bidders are requested to put a ✓ mark for ensuring submission of document in the appropriate one)

<b>Sl. No</b>	<b>Description</b>	<b>Online submission</b>	<b>Manual submission</b>
1	Duly signed price bid along with standard terms & conditions.	Submitted / Not Submitted	-
2	Authorisation letter by OEM (original scanned copy by online & Manual submission) for participating this tender	Submitted / Not Submitted	Submitted / Not Submitted
3	Tender Acceptance Letter by online & Manual submission	Submitted / Not Submitted	Submitted / Not Submitted
4	Details of Products and Components as per Appendix -V	Submitted / Not Submitted	Submitted / Not Submitted
5	Technical Compliance sheet as per Appendix - IV	Submitted / Not Submitted	Submitted / Not Submitted
6	Any other relevant document / Product broacher (scanned copy by online)	Submitted / Not Submitted	Submitted / Not Submitted
7	This Check list Annexure-VI (scanned copy by online & Manual submission )	Submitted / Not Submitted	Submitted / Not Submitted

Signature of the Bidder  
Name & Designation  
Rubber-stamp of the firm